



LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
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Medical Director

August 27, 2014

TO: Each Supervisor
Robin Kay for
FROM: Marvin J. Southard, D.S.W.
Director
SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO A SOLE
SOURCE CONTRACT NEGOTIATION WITH CALIFORNIA HISPANIC
COMMISSION**

This memo is to comply with the Board of Supervisors Policy Manual 5.100 Sole Source Contracts regarding contracting policy requirements for sole source contracts. It is the Los Angeles County Department of Mental Health's (DMH) intent to enter into sole source contract negotiations with California Hispanic Commission on Alcohol and Drug Abuse (CHCADA), whose corporate office is located at 1419 21ST Street, Sacramento, CA 95811.

On March 4, 2014, DMH issued a Request for Proposals (RFP) to identify qualified agencies to implement Projects for Assistance in Transition from Homelessness (PATH) program services. DMH released Addendums to the RFP on May 5, 2014, and on June 3, 2014. There were a total of 11 proposals received by the deadline. CHCADA was the only agency to submit a proposal for Service Areas 3 and 7, and the proposal did not include a requested attachment (a copy of a housing or rental assistance application). However, the agency met all of the other requirements and was the only agency to demonstrate a commitment to serving individuals in Service Areas 3 and 7. For these reasons, DMH would like to enter into sole source negotiations with CHCADA.

PATH Federal Block Grant funds provide services to individuals who are diagnosed with Severe Mental Illness (SMI) or with co-occurring SMI and substance abuse disorders who are homeless or at imminent risk of becoming homeless. Multidisciplinary Integrated Teams (MITs) will provide PATH program services in the field. In addition to outreach and engagement, the MITs will provide basic physical health care, mental health services including clinical assessments, medication support services, crisis intervention, case management, housing services, transportation, life skills training and substance use treatment.

If the sole source negotiations are successful, CHCADA will receive \$182,275 PATH funding, \$71,429 County General Funds, and \$71,429 Federal Financial Participation to

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provide PATH services in parts of Supervisorial Districts 1, 4, and 5, SAs 3 and 7 for Fiscal Year 2014-15.

Unless otherwise instructed by a Board office within the next two weeks, DMH will proceed with negotiating the sole source contract with CHCADA. DMH will work closely with both the Office of the County Counsel and the Chief Executive Office in preparing a new agreement with CHCADA.

If you have questions regarding this matter, you may contact me or your staff may contact Dr. Robin Kay, Chief Deputy Director. Dr. Kay can be reached at (213) 738-4108.

MJS:MF

c: Chief Executive Office
Robin Kay, Ph.D.